

PUBLIC NOTICE: This is only an **ACTION SUMMARY** that reflects the actions taken during the meeting. This should not be, in any way, used or construed as official minutes of the meeting. The official minutes are posted after being submitted to the Board of Commissioners for their approval. Audio recordings of the meeting are on file in the County Clerk's office and may be listened to by appointment (775-782-9012).

ACTION SUMMARY
DOUGLAS COUNTY BOARD OF COMMISSIONERS
JUNE 5, 2014

1:00 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE – Barry Penzel

PUBLIC COMMENT (No Action) HELD

APPROVAL OF AGENDA

For possible action. Approval of proposed agenda. **APPROVED**

APPROVAL OF PREVIOUS MINUTES

For possible action. Approval of the Board Minutes of:

- May 1, 2014 **APPROVED**
- May 6, 2014/Special Meeting **APPROVED**
- May 15, 2014 **APPROVED**
- May 19, 2014/Special Meeting **APPROVED**

DOUGLAS COUNTY AWARD PRESENTATIONS

1. Ceremonial presentation of employee service awards to Matthew Hill from the East Fork Fire District, Theodore Thran and Lawrence Weckerle from the Clerk-Treasurer's Office, Leland Love from the Sheriff's Office, Anne Henderson from Finance, and Lesley Hobbs from the Assessor's office. (approx. 15 min) **PRESENTED**

2. Ceremonial presentation on **Proclamation 2014P-044** recognizing June 2014 as General Aviation Appreciation Month. (Bobbi Thompson) (approx. 5 min) **PRESENTED**

CONSENT CALENDAR

Motion to approve the Consent Calendar items 3a – 3bb.

FINANCE

3a. For possible action. Report on general ledger cash balances through May 19, 2014 per NRS 251.030. (Christine Vulecich) **APPROVED**

CLERK-TREASURER

3b. For possible action. Cumulative voucher sheets for checks issued. **APPROVED**

3c. For possible action. Discussion to approve an additional 2 days (June 6 & 7) to the Outdoor Festival Permit submitted by Wanda Macioszek & Robert Staniford of Artist To You Festivals LLC, for the **Round Hill Square Arts & Crafts Show** scheduled for June 8, 2014, from 10 a.m. to 6 p.m., to be held at Round Hill Square, 212 Elks Point Road, Zephyr Cove, Nevada. This item was approved at the May 15, 2014 Commissioner Meeting for June 8 (and additional dates), however, that Agenda Action Sheet should have read June 6 - 8. **APPROVED**

ASSESSOR

3d. For possible action. Discussion to approve the request by the County Assessor to remove unsecured personal property taxes in the amount of \$26,501.15 that were determined to be uncollectible for FY2013/14. **APPROVED**

PUBLIC WORKS

3e. For possible action. Discussion to approve Building Services' request for maintenance of the Judicial Law Enforcement Center (JLEC) building's roof repair in the amount of \$53,092. (Christopher Oakden) **APPROVED**

3f. For possible action. Discussion to approve the Interlocal Agreement for Public Works Mutual Aid between Douglas County, Carson City, Storey County and Lyon County. (Carl Ruschmeyer) **APPROVED**

3g. For possible action. Discussion to approve an interlocal agreement for the operation of the Sunridge Booster Pump Station with Carson City. (Ron Roman) **APPROVED**

PUBLIC GUARDIAN & PUBLIC ADMINISTRATOR

3h. Discussion on the Public Guardian and Public Administrator's 2014 first quarter reports. (Claudette Springmeyer) **APPROVED**

3i. For possible action. Discussion to approve **Resolution Number 2014R-037** which sets the yearly compensation for the public guardian, Sierra Guardians LLC, at \$68,088 for FY 2014-2015. (Justina Caviglia) **APPROVED**

3j. For possible action. Discussion to approve the second amendment to the contract for public guardian services with Sierra Guardians LLC, to provide for an additional \$7,800 to the contract amount for a part-time case specialist. (Justina Caviglia) **APPROVED**

COUNTY MANAGER

3k. For possible action. Discussion to approve renewal of a contract for public guardian legal services with Rowe Hales & Yturbide, LLP for term July 1, 2014 through June 30, 2016 at a cost not to exceed \$26,600 per year. **APPROVED**

HUMAN RESOURCES

3l. For possible action. Discussion to approve the renewal proposal from the Nevada Public Agency Insurance Pool (POOL) in an amount not to exceed \$629,520 for FY2014-2015. (Norma Santoyo) **APPROVED**

9TH JUDICIAL DISTRICT COURT

3m. For possible action. Discussion to approve a contract between Douglas County, China Spring Youth Camp and Kelly Bielat, M.A., MFT, to provide marriage and family counseling services for juveniles and their families at China Spring Youth Camp, effective July 1, 2014 through June 30, 2015, in an amount not to exceed \$61,200, per the approved FY2014/15 budget. (Wendy C. Garrison) **APPROVED**

3n. For possible action. Discussion to approve a contract between Douglas County, China Spring Youth Camp and Dr. John R. Holman and Nurse Shari Dixon to provide medical services for juveniles at China Spring Youth Camp, effective July 1, 2014 through June 30, 2015, in an amount not to exceed \$31,009, per the approved FY2014/15 budget. (Wendy C. Garrison) **APPROVED**

3o. For possible action. Discussion on the approval of the indigent legal service contracts with Jamie Henry, Esq., Derrick Lopez, Esq., Law Offices of Kristine L. Brown, LLC, and Maria Pence, Esq. effective July 1, 2014 through June 30, 2015, each in the amount of \$195,833.33 per the approved FY2014/15 budget. **APPROVED**

REDEVELOPMENT AGENCY BOARD

3p. For possible action. Discussion to approve a professional services agreement with Mark Bruce, Esq. of the Bruce Law Group to provide legal services from July 1, 2014 through June 30, 2015. (Cynthea Gregory) **APPROVED**

AIRPORT

3q. For possible action. Discussion to approve a proposed Second Amendment to the Interlocal Contract between Minden-Tahoe Airport ("Airport") and Carson Valley Water Utility (former Douglas County East Valley Water). (Bobbi Thompson) **APPROVED**

DOUGLAS COUNTY LIQUOR BOARD

3r. For possible action. Discussion to approve the Packaged Retail Liquor License for Hacienda Market, represented by Belarmino A. Lopez, owner/operator, and located at 1758 Highway 395, Suite B, Minden, Nevada. Belarmino A. Lopez has signed the Waiver of Notice of Hearing. **APPROVED**

3s. For possible action. Discussion to approve the On Site Unrestricted Retail Liquor License for Sixteen Forty Five Group, LLC dba Cruise Tahoe, represented by Lauren Larson, owner/operator, and located at 760 US Highway 50, Zephyr Cove, Nevada. Lauren Larson has signed the Waiver of Notice of Hearing. **APPROVED**

3t. For possible action. Discussion to approve a Packaged Retail Liquor License for The Blue Cow, a wine and cheese shop, represented by Rachael Lister, owner/operator and located at 1503 US Highway 395 North, Suite F, Gardnerville, Nevada. Ms. Lister has signed the Waiver of Notice of Hearing. (Rachael Lister) **APPROVED**

3u. For possible action. Discussion to approve the addition of a Catering Beer and Wine Liquor License to the existing Liquor License for Mark Mecham, owner/operator and located at 1488 Highway 395, Gardnerville, Nevada, to conduct such business as Lentines. (Mark Mecham) **APPROVED**

COMMUNITY DEVELOPMENT

3v. For possible action. Discussion to appoint Lawrence A. Werner, a professionally licensed land surveyor in the State of Nevada, for the purpose of approving Certificates of Amendments per Nevada Revised Statute (NRS) 278.473. (Erik Nilssen) **APPROVED**

SOCIAL SERVICES

3w. For possible action. Discussion to approve the renewal of a United States Department of Housing and Urban Development (HUD) grant in the amount of \$149,184 with \$13,287 in Douglas County cash match funds and authorize the Chairman of the Douglas County Board of Commissioners to sign the grant award documents. **APPROVED**

3x. For possible action. Discussion to authorize Douglas County Social Services to transfer a stipend received from NV Energy, in the amount of \$1,660, to the Community Emergency Fund administered by the Partnership of Community Resources. **APPROVED**

REPORT OF FEES

3y. For possible action. Civil Clerks – April 2014 **APPROVED**

3z. For possible action. General Services – April 2014 **APPROVED**

3aa. For possible action. Recorder – April 2014 **APPROVED**

3bb. For possible action. DMV – April 2014 **APPROVED**

ADMINISTRATIVE AGENDA

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

None.

FINANCE

4. For possible action. Public hearing and discussion to adopt **Resolution 2014R-043** authorizing Douglas County to enter into an installment purchase agreement in an amount of up to \$320,000 for the purpose of financing all or a portion of the cost of acquiring a combination sewer and storm drain cleaner truck; directing the officers of the County to forward materials to the Department of Taxation of the State of Nevada; authorizing the County's Chief Financial Officer or in her absence, the Interim County Manager to execute the County's installment purchase agreement evidencing such financing; providing certain details in connection therewith; and providing the effective date hereof. (Christine Vuletich) (approx. 10 min) **APPROVED**

HUMAN RESOURCES

5. Presentation from Phil McKenney, Peckham and McKenney, executive search firm, regarding the status of the County Manager recruitment. (Norma Santoyo) (approx. 15 min.) **PRESENTATION ONLY**

PUBLIC WORKS

6. Presentation on the Nevada Department of Transportation's draft FY 2015-2024 Work Program for Douglas County and the FY 2015 – FY 2018 Statewide Transportation Improvement Program (STIP) Process. (Catherine Cuccaro, NDOT Transportation Multimodal Planning) (approx. 30 min) **PRESENTATION ONLY**

COUNTY MANAGER

7. For possible action. Discussion to enter into conversations with the Nevada Department of Transportation (NDOT) regarding road relinquishment and road transfers. (NDOT personnel) (approx. 15 min) **PULLED – TO BE HEARD AT ANOTHER MEETING, NO DATE SET**

COMMUNITY DEVELOPMENT

8. For possible action. Discussion to adopt **Ordinance 2014-1411** (ref. DA 14-017), a Zoning Text Amendment initiated by the Community Development Department to amend Douglas County Code, Title 20, Chapters 20.664.085 and 20.668.065, to allow cottage food operations as part of a Home Occupation (home-based business) use consistent with Nevada Revised Statute Chapter 446. **(2nd reading)** (Mimi Moss) (approx. 5 min) **ADOPTED**

9. For possible action. Discussion on the introduction of **Ordinance 2014-1413**, an amendment to Douglas County Code (DCC), Chapter 20.471 Maintenance District - 1 Monterra, to extend the date by which the perimeter landscape improvements subject to the Monterra landscape maintenance assessment district must be installed and inspected by the County, decreasing the assessment amount per unit, clarifying in

Chapter 20.470 and 20.471, assessments not paid when due will accrue penalties and interest in the same manner as unpaid property taxes, and adding language requiring DCC Chapter 20.471 to be properly recorded consistent with state and local laws and providing for other properly related matters. **(1st reading)** (Mimi Moss) (approx. 20 min) **INTRODUCED**

10. For possible action. Discussion on the Community Development Department's report on the following development agreements, pursuant to the 24 month review required by Nevada Revised Statutes (NRS). (Hope Sullivan) (approx. 10 min)

- a. Carson Valley Business Park
- b. Drayton Trust (Pleasantview)
- c. Jobs Peak Ranch
- d. Valley Vista Estates

APPROVED


COUNTY MANAGER

11. Reports/updates from County Commission members concerning the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended. These boards/commissions/meetings include but are not limited to the: Nevada Association of Counties; Carson Water Subconservancy District; Lake Tahoe Visitors Authority; Tahoe Regional Planning Agency; Law Library; NevadaWorks; Carson Valley Chamber and Visitors Authority; Tahoe Douglas Visitors Authority; Lake Tahoe South Shores Chamber of Commerce; Western Nevada Development District; Regional Transportation Commission; Nevada Tahoe Conservation District; Nevada V & T Railroad Commission; Joint Powers/Waste Management; Tahoe Transportation District; and the Debt Management Commission. There will be no action taken on these reports/updates. (approx. 10 min) **REPORTS PROVIDED**

CLOSING PUBLIC COMMENT (No Action) HELD

ADJOURNED: 3:05 P.M.

ATTESTED TO:


TED THRAN, CLERK-TREASURER

BY: 
CLERK TO THE BOARD